

**RECORDS MANAGEMENT DIVISION
HOURS OF OPERATION:**

**MONDAY - THURSDAY
8:00 A.M. to 5:00 P.M.**

CLOSED ON ALTERNATE FRIDAYS

FRIDAY & HOLIDAY CLOSURES through June 2018:

**MONDAY, DECEMBER 25th – MONDAY, JANUARY 1st
(Winter Holiday & New Year)**

FRIDAY, JANUARY 12th

MONDAY, JANUARY 15th (**Martin Luther King Day**)

FRIDAY, JANUARY 26th

FRIDAY, FEBRUARY 9th

MONDAY, FEBRUARY 19th (**Presidents' Day**)

FRIDAY, FEBRUARY 23rd

FRIDAY, MARCH 9th

FRIDAY, MARCH 24th

MONDAY, MARCH 26th (**Cesar Chavez Day**)

FRIDAY, APRIL 6th

FRIDAY, APRIL 20th

FRIDAY, MAY 4th

FRIDAY, MAY 18th

MONDAY, MAY 28th (**Memorial Day**)

FRIDAY, JUNE 1st

FRIDAY, JUNE 15th

FRIDAY, JUNE 29th